



Grandview/Ɂuuqinak'uuh Elementary School
2055 Woodland Dr.
Vancouver, BC V5N 3N9

September 19, 2017

Dear Parent(s)/Guardian(s):

As you are aware, student safety is of paramount importance to all of us who work in public education. In the Vancouver School District, Student Safe Arrival and attendance routines are a crucial part of a student safety plan and are a priority.

Please note that due to a new phone system within the District, starting this year, we have new procedures for reporting a student absence to the school.

Reporting Student Absences & Late Arrivals

Ensuring student safety is a shared responsibility. In order to assist schools, we ask parents to notify schools of student absences or late arrivals. Please phone the school as early as possible (prior to 9am). **Parents should leave a clear and detailed message on a dedicated answering service by calling 604-713-5159. You will then be prompted to enter a two-digit code to reach our school. Our two-digit code is 33.**

Messages will be received before the office is open. School offices are busy places: consistently notifying the school in advance will significantly improve the efficiency and effectiveness of the Safe Arrival Morning Routine.

Student Sign Out Procedure

When you pick up your child during the school day, please ensure that you sign them out at the school office. If you do not sign out your child, they will be unaccounted for, and the school will identify your child as a 'missing' student and will commence a search of school grounds. If the school staff do not locate the child, and are unable to reach a parent promptly, the school will call the Vancouver Police Department. Therefore, clear communication is essential for ensuring the safety of your child and to prevent unnecessary searches.

Thank you for helping us keep your children safe!